

Insurance: Third Party/ Public Liability Insurance cover to a **minimum value of £5 million** is required for any hire. **A copy of the insurance certificate must be received by the Parish Council two weeks before the date of hire.**

Declarations and signature

I/We Mr/Mrs/Miss/Ms (full names)

Hereby apply on behalf of
For the hire of the facilities mentioned above.

I/We agree to pay all charges applicable and to use the facilities in a proper and reasonable manner.

I/We have received, read, understood and agree to abide by Swanmore Parish Council's Conditions of Hire.

I/We confirm that I am/ we are authorised to act on behalf of the above.

Signed..... Office Held (if applicable)

Date.....

Important: By signing this application form you are agreeing to the terms of the "Conditions of Hire".

Please return this form to:

Swanmore Parish Council
Hollythorns House
New Road
Swanmore
Hampshire
SO32 2NW

Swanmore Parish Council Hire Application

**Please return to Swanmore Parish Council two weeks
prior to hire the following documents:**

	<u>Check</u>
Insurance documents with Public Liability to £5 million	
Key deposit £50— cheque made payable to Swanmore Parish Council	
Security deposit £100 – cheque made payable to Swanmore Parish Council	
Child protection policy document	